

North Carolina
State Highway Patrol
Internship Program
INTERNSHIP POSITION DESCRIPTION FORM

This form shall be completed by the Section/Unit/Troop/District supervisor who will supervise the potential intern on site. Contents of the form will be used to post an internship opportunity on the State Highway Patrol portion of the NCDPS internet website. Upon completion, send to the NCSHP Internship Coordinator at Patrol Headquarters.

Contact Information	
Title, Name, Registry, Troop/District:	Ryan Guthrie SHP Technical Services Unit - Photo/Video Group
Address:	3318 Old Garner Road
City, State, Zip:	Raleigh, North Carolina 27601
Work Phone:	919-662-4440
Fax:	919-662-4444
E-Mail:	ryan.guthrie@ncdps.gov

Basic Information	
Work Location (Station & City):	Technical Services Unit (Raleigh, NC)
Work Schedule (i.e. M-F, 0800-1700):	M-F, 0800 - 1700
Start Date (Begin Date):	05/15/2016
End Date (Conclusion):	08/15/2016
Semester (Check the term that coincides with dates required): <input type="checkbox"/> Spring <input type="checkbox"/> Fall <input checked="" type="checkbox"/> Summer	

Internship Position Description (List title, duties, responsibilities, expectations, etc.)
The intern will participate in capturing and archiving high resolution scans of the SHP's historical print collection. Some images may require retouching, correction, and/or restoration. Furthermore, the selected intern will participate in photographing and videoing training of Basic Training School cadets at the NCSHP Training Academy. Photographic or video footage will be used for recruitment media. Cameras, supplies, and editing equipment are provided by the NCSHP Phot/Video Group.

Preferred Major(s), Experience, Qualifications, Certifications, etc.
The intern should be in good standing with the college/university and preferably majoring in Photography, Graphic Design, or Video Production. Experience with digital image management, archiving, and processing are preferred. The selected intern must have a good working knowledge of Adobe Photoshop CS 5 or higher and have experience with importing images and using a variety of Photoshop tools to enhance and restore files. Furthermore, the selected intern must possess intermediate photography skills using DSLR and lighting equipment. The selected intern will benefit from photo restoration, historical photo archiving, and photography (event and photojournalism).

Application Information:
<http://www.nccrimecontrol.org/Index2.cfm?a=000003,000014,000734,003264>